



October 8, 1993

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Area Mgr. - National Accounts

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To All South Atlantic Sales Area
Senior Chain Accounts Managers
Chain Accounts Managers

Subject: CAM Trip Reports

Gentlemen:

Previous discussions we have had on trip report formats have been beneficial; communicating important issues and accomplishments while keeping the number of pages to a minimum. The attached copy of the format used by Bill Roth is on target. Discuss with your Regional Manager if you prefer this format.

Sincerely,

J. M. Borgen

JMB:jo

Attachment

cc: J. W. Best
Colleen A. Coyle
R. P. Dotson
W. M. Reece
E. S. Riggs
R. L. Rissler
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